

# ERGONOMIC SOLUTIONS

Designing The Workplace  
To Best Protect The  
Health And Safety Of  
Employees

# SOME ERGONOMIC HAZARDS

- Repetitive Motion, Static Pressure, Poor Posture, Force, Stress, Unstable Position, Awkward Position, Lifting, Twisting, Lighting, Vibrations



# SOME ERGONOMIC HAZARDS

- Pressure, Joint Or Muscle Deviation, Carrying, Air Quality, Uncomfortable Temperatures, Unstable Positions, Chemicals, Sharp Objects, Extended Exertion Time, Etc.



# ERGONOMIC AIDS

- Adjust Chair To Fit The User
- Adjust Height And Position Of Keyboard
- Adjust Desk Or Table To Fit Employee



# ERGONOMIC AIDS

- Use Footrest For Dangling Feet
- Use Footrail Or Footstool For Standing Workers
- Adjust Tilt and Curvature Of Keyboard To Match Natural Hand Position



# ERGONOMIC AIDS

- Adjust Height Of Work Surface For Standing Workers
- Place Most Used Task Materials Within Nearest Reach Zone
- Prioritize Materials According To Reach Zones



# ERGONOMIC AIDS

- Improve Housekeeping, Eliminate Clutter
- Organize Storage Areas To Minimize Hazardous Lifting
- Avoid Leaving Items On Work Area Floor, Not Even Temporarily



# ERGONOMIC AIDS

- Minimize Static Lifting, Especially Upward
- Organize Work And Work Area To Avoid Awkward Postures
- Request Help With Heavy, Bulky, Or Awkward Lifting Tasks





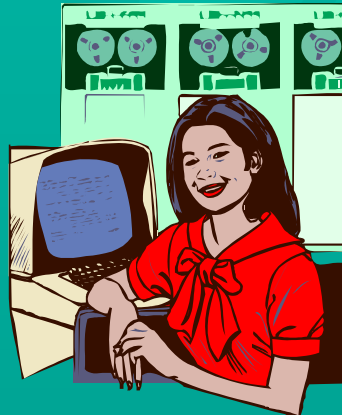
# ERGONOMIC AIDS

- Remove Obstructions To Passageways And Storage Access
- Provide Regular Equipment Checks And Maintenance. Repair Or Replace As Needed



# ERGONOMIC AIDS

- Assure Work Processes Are The Least Strenuous And Stressful
- Assure The Most Natural Body Positions Are Being Used
- Take And Properly Use Rest Breaks



# ERGONOMIC AIDS

- Dilute Exposure To Strenuous And Stressful Tasks. The Greater The Exposure, The Greater The Dilution
- Do Not Rest Wrists On Sharp Or Hard Edges



# ERGONOMIC AIDS

- Place Mouse Within Easy Reach With No Hindrances To Use
- Blow Dust From Mouse Ball Cavity Wash Ball With Mild Soap And Water
- Top Of VDT Should Be No Higher Than Eye Level



# ERGONOMIC AIDS

- Use “Soft-Touch” When Keyboarding
- Locate VDT To Minimize Glare
- Use Screen Hoods Or Glare Guards To Minimize Glare

# ERGONOMIC AIDS

- Keep VDT Screen Clean And Free From Dust
- Reduce Excessive Light, Especially For Computer Work
- Do Not Cradle The Phone On The Shoulder



# ERGONOMIC AIDS

- Organize Work And Area To Minimize Bending And Squatting
- Plan Work To Break Up Extended Periods Of Repetitive Motion Tasks
- Limit Excessive Exposure Duration To Vibrations



# ERGONOMICS AIDS

- Minimize Work And Use PPE In Extreme Temperatures
- Report Hazards And Hazardous Situations To Your Supervisor
- Eliminate ALL Fall Hazards (Slips & Trips)





# ERGONOMIC AIDS

- Take Health And Safety Seriously, On The Job And Away
- Know Safe Processes And Procedures
- Be A Health And Safety Role Model For Others To Follow

